

**Avon Public Library BOD Meeting**  
**BOD Room, Avon Public Library**  
**Date: December 20, 2016**

Item	Summary	Disposition																																																																						
Call to order	Meeting called to order by Carin Salonia at 7:00pm	Quorum = 6																																																																						
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Attendee</th> <th style="text-align: left;">Role</th> <th style="text-align: center;">Voting</th> <th style="text-align: center;">Present</th> <th style="text-align: center;">Absent</th> </tr> </thead> <tbody> <tr> <td>Carin Salonia</td> <td>BOD President</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Vince LoPresti</td> <td>CFO/Treasurer</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Betsy Bougere</td> <td>Secretary</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Glenn Grube</td> <td>Library Director</td> <td style="text-align: center;">N</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Peter Anderson</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Richard Bunnell</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td></td> <td style="text-align: center;">Y</td> </tr> <tr> <td>Anne Fitzgerald</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Eric Gauvin</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Fred Lin</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Amee Mody</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td></td> <td style="text-align: center;">Y</td> </tr> <tr> <td>Jennifer Shufro</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td></td> <td style="text-align: center;">Y</td> </tr> <tr> <td>Paula Schwartz</td> <td>BOD Member</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> <tr> <td>Joan Reiskin</td> <td>Friends of the Library</td> <td style="text-align: center;">Y</td> <td style="text-align: center;">Y</td> <td></td> </tr> </tbody> </table>	Attendee	Role	Voting	Present	Absent	Carin Salonia	BOD President	Y	Y		Vince LoPresti	CFO/Treasurer	Y	Y		Betsy Bougere	Secretary	Y	Y		Glenn Grube	Library Director	N	Y		Peter Anderson	BOD Member	Y	Y		Richard Bunnell	BOD Member	Y		Y	Anne Fitzgerald	BOD Member	Y	Y		Eric Gauvin	BOD Member	Y	Y		Fred Lin	BOD Member	Y	Y		Amee Mody	BOD Member	Y		Y	Jennifer Shufro	BOD Member	Y		Y	Paula Schwartz	BOD Member	Y	Y		Joan Reiskin	Friends of the Library	Y	Y		9 voting present
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	<b>Review and Approvals</b>																																																																							
Review and Adoption of Agenda	Carin opened with a request for motion to adopt the Agenda for the meeting as distributed. Anne made motion to accept and 2 <sup>nd</sup> by Peter. [Approved]	9 Yes																																																																						
Review and Approval of November Meeting Minutes	Joan moved to accept and 2 <sup>nd</sup> by Anne .[Approved]	8 Yes 1 abstain																																																																						
Review and Approval of Treasurer's Reports	<p>November Report (5 months Jul-Nov 2016)</p> <p>Income highlights: Total Income YTD \$65,318, favorable by \$13,522 which is \$10,417 favorable over YTD budget.</p> <p>Expenses; Total Expenses YTD of \$41,902 were under budget by \$2,130. Mitnick expenses of \$30,933 YTD were \$4,367 under budget.</p> <p>Net Income for November favorable \$7,768, YTD favorable \$10,869.</p> <p>Vince commented that activity in the money market and Schwab accounts are relatively fixed. The checking account is the one that has significant activity every month. When questioned about whether to move more money to the checking account vs. the money market account, Carin suggested funding the money market account to allow for less flexibility in accessing funds.</p> <p>Paula made motion to accept the September Treasurer's report and 2<sup>nd</sup> by Eric. (Approved)</p>	9 Yes																																																																						
	<b>New Business</b>																																																																							
Librarian's Report	<p><b>Highlights for November</b></p> <p><b>Future of Libraries Symposium:</b> Kari Ann St. Jean and Mary Fletcher will present at the American Library Association Symposium in Atlanta on January 21. The BOD will see this via video or live steam as prep for updating our Strategic Plan.</p> <p><b>Holiday Farmer's Market</b> was held indoors on November 21 with over 200 attendees. Tied in a children's and teen holiday craft fair with both farmers and children enjoying brisk sales.</p>	No Vote																																																																						

	<p><b>New staff</b> include Sunday Reference Librarian Liz Nardi and Library Pages Megan Beauregard and Becca Shillington.</p> <p><b>Kindergartners</b> (12 classes, over 200 children) received a tour of the library over 2 weeks and received their first library cards.</p> <p><b>Avon Reads community project</b> continued building a scale model of the Wright Brother’s original glider. There are some ongoing issues with missing parts but the team is creative and forges on. The final lecture by Dr. Peter Jakab was challenged by a snowstorm. Since Dr. Jakab’s flight was canceled, he appeared via Skype from his Washington DC office. The presentation was recorded and rebroadcast twice (once the next week and once in January) for those who couldn’t make it to the live event.</p> <p><b>Open Sundays</b> for 3 weeks saw strong attendance and circulation.</p> <p><b>Geothermal System</b> progress was updated by Glenn</p> <p><b>State budget deficit</b> potential impact (current and future year) was discussed</p> <p><b>Staff participated</b> in several LCI and Association of CT Library Board meetings on various important strategic matters; Jess attended the New England Maker Summit.</p> <p><b>Policy regarding use of the Community Room</b> for meetings on sensitive issues was discussed. More discussion will follow.</p>	
Friends of the Library Report	Concerts start the 2 <sup>nd</sup> Sunday in January with refreshments. The Friends have a new board member, Karen Offenheimer, who will work with the Children’s Department.	No Vote
Town Budget request for FY 2017-18	<p>Glenn briefed the BOD on his meeting with the Town Manager, Brandon on the future budget guidelines. The legislature passed a municipal spending cap on increases at 2.5% (overall municipal spending not just taxes). This is 1.5% less than the past few years’ increases in Avon. At a meeting (possibly 2/4) Glenn will present our budget to Brandon and will hear more about the parameters.</p> <p>BOD comments were that we might need to consider future fundraising initiatives, and that retaining talent is critical.</p>	No Vote
Alcohol Waiver Request	A request was made to approve a waiver of the no alcohol policy to serve wine at a book launch for <u>Lift and Separate</u> , authored by Avon resident, Marilyn Rothstein, to be held Jan. 12. Joan made the motion to approve, 2 <sup>nd</sup> by Vince. (Approved)	9 Yes
<b>Old Business</b>		
Website Update	Eric provided a review of progress on the new Web site. We are at an important milestone for the final tool’s look and feel with recommendations on the color palate, topography, page layout, and navigation. He looked for input on branding and logo concepts. The BOD reviewed the materials and gave feedback on language, look, colors; the phrase “the center of the Community” (not “your” Community). Glenn will ask his staff for feedback. Eric will offer some user time for additional feedback.	No Vote
Board Committee Assignments and Planning Schedule	Board Committee and Planning assignment discussion will be moved to the January meeting	No Vote
Adjournment	Eric moved to accept the motion to adjourn the meeting and 2 <sup>nd</sup> by Paula. (Approved) Meeting adjourned at 8:46 pm per vote	9 Yes

Respectfully submitted by Betsy Bougere, January 10, 2017

AFPL BOD Meeting Minutes 20161115